



## State of New Jersey

DEPARTMENT OF CHILDREN AND FAMILIES  
P. O. Box 717  
TRENTON, NEW JERSEY 08625-0717

CHRIS CHRISTIE  
*Governor*

KIM GUADAGNO  
*Lt. Governor*

ALLISON BLAKE, PH.D., L.S.W.  
*Commissioner*

January 4, 2013

**Open to employees of the Department of Children and Families who are permanent in a competitive title with underlying permanent State service as a LATERAL OPPORTUNITY.**

### DEPARTMENT-WIDE JOB OPPORTUNITY #008-13

**POSITION: FAMILY SERVICE SPECIALIST 2**

**LOCATION: Department of Children and Families (DCF)  
Hudson/Bergen Area Office  
Gateway Plaza 2nd Floor  
1 Harmon Meadow Blvd.  
Secaucus, NJ 07094**

**SALARY: (P22) \$52,458.55 - \$74,335.84**

**SPECIAL NOTE:** This position is part of the Area **IMPACT TEAM** and will be assigned to various local offices in the Area. The assignment will be determined by the Area Director to respond to fluctuations in intake reports. Therefore, this position will **require** travel throughout the area. **For this particular posting, it would INCLUDE traveling to the Hudson North, Hudson Central, Hudson South, Hudson West, Bergen South and Bergen Central Local Offices.**

The Impact Team will assist with addressing any surplus of cases and ensuring continuous services to families and children. It will involve conducting Child Protection Services and Child Welfare Service investigations and/or Intake related tasks and responsibilities. **Preference will be given to those who have a minimum of one year Intake experience.**

**DEFINITION:** Under direction of a Supervising Family Services Specialist 2 or other supervisory official in the Department of Children and Families, performs field and office work to:

- screen allegations of child abuse and/or neglect; and/or
- initiate or conduct various types of investigations including child welfare assessments or abuse and/or neglect referrals in problematic high risk family situations, in-home supervision, residential placement, assessment, recruitment, and placement in resource family/foster homes, adoption related work and placement supervision; and/or
- manages various aspects of court involved cases; and/or
- refers families for services; and/or
- facilitates Family Team Meetings; and/or
- collects, records and analyzes significant facts, draws conclusions, and determines appropriate action;
- does other related duties.

## REQUIREMENTS

**EDUCATION:** Graduation from an accredited college or university with a Bachelor's degree.

**EXPERIENCE:** One (1) year of experience in professional social work, direct support counseling, guidance, or case management involving high risk child abuse and neglect or other problematic situations involving counseling services to clients with social, emotional, psychological, or behavioral problems including gathering and analyzing information, determining needs, and planning and supporting and/or carrying out treatment plans.

**NOTE:** A supervised social work field placement of three hundred (300) hours serviced through an accredited college or university or performed in a social service agency may be substituted for the indicated experience.

**NOTE:** A Master's degree in Social Work, Psychology, Guidance and Counseling, Divinity, Marriage and Family Therapy, or other related behavioral science area may be substituted for the indicated experience.

**NOTE:** Applicants who do not possess the required degree may substitute additional professional case management experience on a year for year basis with one (1) year of experience being equal to thirty (30) semester hour credits.

**RESIDENCY LAW:** Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," which became effective September 1, 2011, all persons newly hired by the Executive Branch on or after that date shall have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey. New Jersey State employees hired prior to September 1, 2011 who transfer from within the Executive Branch or from another State of New Jersey appointing authority without a break in service greater than seven days but who reside outside the State of New Jersey are not required to change their principal residence to New Jersey in order to comply with the act.

**LICENSE:** Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

**NOTE:** APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY APPOINTMENTS ARE MADE.

**RESUME SUBMITTAL:** Employees with permanent state service, possessing the requirements listed, should forward a current resume with a cover letter to:

**Felicia Copper, Regional Personnel Coordinator  
Department of Children and Families (DCF)  
Hudson/Bergen Area Office  
Gateway Plaza 2nd Floor  
1 Harmon Meadow Blvd.  
Secaucus, NJ 07094**

**Confidential Fax: 201-864-4162**

**E-mail: [Felicia.Copper@dcf.state.nj.us](mailto:Felicia.Copper@dcf.state.nj.us)**

**No later than close of business January 18, 2013.**

New Jersey Is An Equal Opportunity Employer